

## Montana Partner Libraries

Tuesday, August 12 2008

Conference Call Minutes

12:05

### **Roll Call**

Miles City Public Library: Sonja Woods, Hannah Nash

Bitterroot Public: Gloria Langstaff, Nansu Roddy

Drummond: Jodi Oberweiser

Flathead: Patty Jones

Glendive: Absent

Hearst Free: John Finn

Mineral County: Guna Chaberek

Missoula: Claire Morton, Honore Bray

Frenchtown: Steve White

North Valley Public: Renee McGrath

Polson City: Marilyn Trosper

MSL: Ken Adams, Jemma Hackerbath

**Minutes from June Minutes:** Patty moved to approved as presented. Passed unanimously.

**Additions to the Agenda:** None

### **OLD BUSINESS**

- 1.) **Partners By-laws Update (Ken Adams)** Ken, Nansu, and Dawn continue to work on the Partner by-laws through Google document sharing.
- 2.) **Process Long Overdue Report (Claire)** MPL has begun using the Process Long Overdue Report which sends the materials to the location of "Replace" or "Discard" which occurs 90 days past the Assumed Lost cycle. Claire will send individual libraries a list of materials owned by that library that appear on the report. FCL will create their own report to address this issue on their own.

### **NEW BUSINESS**

- 1.) **Create colored label templates for transit slips (Jodi)** Jodi suggested color coded labels to designate the individual hubs for ease of transport. She will bring a design and prototype after discussing it with Carl (MPL) per Claire's suggestion.
- 2.) **Unresolved change in ILL stats from Partner holds (Nansu)** Nansu raised the question of our 2007-2008 ILL statistics being significantly different than the Stats from FY 2006-2007. It was agreed that Partner statistics overall are significantly lower and should be investigated prior to our Montana State Library Statistical Reports deadline in September. Claire discussed the possibility of NCIP Home Delivery and Nansu discussed the floating collections impacting the lower numbers. Ken will have Mike and Sarah look into this once again and provide feedback. Additionally, Renee had not been informed about calculating Partner statistics into our annual ILL statistical report.

- 3.) **Renewing if User is Blocked (Renee)** Renee inquired as to the appropriateness of renewing materials if a user is blocked. All approved of this process.
- 4.) **Claims Returned Process as outlined in the SOP (Jemma)** After discussion, everyone agreed to do a Claims Returned Report (look on the shelves) at least twice a month. The SOP needs to be updated to reflect this. Jemma will make sure the report is cumulative.
- 5.) **Set date for face to face meeting (Sonja)** The meeting will take place on Thursday afternoon/evening of October 2<sup>nd</sup> in Missoula after the executive meeting.

The next meeting will be September 9<sup>th</sup> at noon. Jodi will be the minute taker.  
1:10 PM

Respectfully Submitted by: Nansu